

Town of Mansfield, Connecticut
Custodial Services for Discovery Depot

TO: Prospective Bid Proposers:

This Addendum forms part of the "Request for Proposal – Custodial Services for Discovery Depot" and modifies or clarifies the original "Request for Proposal – Custodial Services for Discovery Depot" for this project dated November 3, 2020. Prospective Bid Proposers shall acknowledge receipt of the addendum and submit with their bid. Failure to do so may subject the Bid Proposers to disqualification.

Prospective Bidder's Questions:

The following are questions that have been received from potential bidders with the following answer provided in bold italics below:

Q1: Where should I attach Letter of Transmittal, Qualifications Statement, Scope of Services, Specialized Expertise, Ability to Meet the Schedule, Description of Work to be performed, insurance documentation, and signatures? Should they be included in the Proposal Form Files or the Attachment A Files? Thank you.

A1: Areas to submit this documentation have been added to the online Bonfire platform. If you have additional information to include, please include under the "Letter of Transmittal" Section.

Q2: Do you anticipate extending the bid date?

A2: No, Discovery Depot does not anticipate extending the bid date.

Q3: What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?

A3: The criteria for selecting a vendor is stated in the bid documents.

Q4: Was this bid posted to the nationwide free bid notification website at www.mygovwatch.com?

A4: No, this bid was not posted to www.mygovwatch.com.

Q5: Other than your own website, where was this bid posted?

A5: This RFP was also posted on the Connecticut Department of Administrative Services website, portal.ct.gov/DAS.

Q6: Please clarify the contract term; one year, three years, etc. Will this be renewable? If so, for up to how many years? Thank you.

A6: The contract is to be renewed annually.

Q7: Is the contract going to the lowest bidder?

A7: The contract will go to the most responsible qualified bidder.

Q8: Is the Discovery Depot willing to sub-contract the job?

A8: Discovery Depot is not willing to sub-contract the job.

Q9: Were there any structural changes to the building that happened throughout the year?

A9: There were no structural changes made to the building in the last year.

Q10: Why does the cleaning require two people at 3 hours each?

A10: *In Discovery Depot's previous experience, there have been two people at 3 hours each due to the size of the building and cleaning space to cover, particularly with all the Covid-19 procedures to follow.*

This addendum must be signed and returned with your Bid.

Authorized Signature of Bidder

Company Name

End of Addendum No. 1